



City of Nashua
Central Purchasing
229 Main Street
Nashua NH 03061-2019

November 17, 2015

Request For Proposal

Amherst Street Improvements – Charron Avenue to Diesel Road
RFP0851-121715

The City of Nashua, NH invites qualified firms to submit bids for construction related to the **Amherst Street Improvements – Charron Avenue to Diesel Road Project**. The Contract will be awarded following approval by both the Board of Public Works and the Board of Aldermen.

The scheduled work for the **Amherst Street Improvements project** consists of work on Amherst Street from approximately 450 feet west of Charron Avenue to the intersection of Diesel Road (to the west of Route 3), and on Charron Avenue for approximately 350 from the intersection of Amherst Street, including the signalized intersections. The work includes but is not limited to the following: excavation, modifying and installing drainage structures and pipes, curb installation, full depth roadway construction/widening, pavement milling and overlay, cement concrete sidewalk and wheelchair ramps, hot bituminous sidewalk, utility relocations, traffic signing and pavement markings, spreading loam and seed, traffic control management during construction, and other street improvements. Due to traffic considerations, all work requiring lane closures shall be performed during nighttime hours.

Work also includes the removal of existing traffic signals and installation of new traffic control signals at the Amherst Street intersections with Charron Avenue and the Turnpike Plaza Driveway.

INSTRUCTIONS TO BIDDERS

Bids must be submitted in **triplicate (one (1) original and two (2) copies)** no later than **3:00 p.m. on Thursday, December 17, 2015** c/o Central Purchasing Department, Lower Level, 229 Main St, City Hall, Nashua, NH 03060 in a sealed envelope clearly marked **"Amherst Street Improvements – Charron Avenue to Diesel Road Project"**. Postmarks or other timestamps will not be accepted in lieu of actual delivery. The contractor can use whatever delivery mechanism it chooses as long as it remains clear that the contractor is responsible for submissions prior to the date and time. Further details are available on the City's web site, www.nashuanh.gov, under Citizens Favorites, Current Bid Opportunities **RFP0851-121715**. Bids will be opened in public on the due date and time. Results of the bid opening will be posted on the City's web site, under Bid Results, within twenty-four (24) hours of the opening.

Completion Time for the project will be calculated as calendar days from the date specified in the **"Notice to Proceed"** as follows:

<u>90 Calendar days</u>	for substantial completion*.
<u>120 Calendar days</u>	for total contract completion.

*Substantial completion shall be defined as a project that is functionally complete (all new travel lanes paved to binder course and temporary or new traffic signals installed and made operational). Final paving, sidewalks, new signals and punch list items may still be outstanding. See Division 9, Section 104 – Scope of Work for additional information).

Liquidated damages will be in the amount of **\$100.00** for each calendar day of delay from the date established for substantial completion, and **\$100.00** for each calendar day of delay from the date established for total contract completion.

A **mandatory pre-bid conference** will be held at **1:00 pm, on Tuesday, December 1, 2015** in the DPW conference room at **9 Riverside Street, Nashua, NH 03062**. **You or your representative(s) are required to attend this meeting if you intend to submit a bid.** The meeting is an opportunity for the City to overview the project and objectives, and participants to request additional information directly from City staff managing or participating in the project.

Beginning at noon on Thursday, November 19, 2015, plans/bid documents will be available electronically from the City website www.nashuanh.gov – Citizen's Favorites – Current Bid Opportunities – document **RFP0851-121715**. Please note paper copies will not be available.

No bid documents are available at the Central Purchasing Offices

To be eligible for an award, a bidder must be deemed "responsible". A responsible bidder 1) has the ability, capacity and skill to provide the goods or services required; 2) can provide the goods or services within the time frame specified; 3) has a satisfactory record of integrity, reputation, judgment and experience; 4) has sufficient financial resources to provide the goods or services; 5) has an ability to provide future maintenance and support as required; and 6) has developed a positive track record with the City of Nashua to the extent the bidder has previously provided goods or services.

Bids must be submitted in the format provided and address the items specified in the bid package.

Delivery of the Bids shall be at the Vendor's expense. The time of receipt shall be considered when a Bid has been officially documented by the Department, in accordance with its established policies, as having been received at the location designated above. The City of Nashua accepts no responsibility for mislabeled mail. Any and all damage that may occur due to shipping shall be the Vendor's responsibility.

Postmarks or other timestamps will **not** be accepted in lieu of actual delivery. The firm can use whatever delivery mechanism it chooses as long as it remains clear that the firm is responsible for submissions prior to the date and time.

The City of Nashua assumes no liability for the payment of costs and expenses incurred by any bidder in responding to this request for bids. All bids become the sole property of the City of Nashua. This request for bids is not a contract and alone shall not be interpreted as such but rather serves as an instrument through which bids are solicited.

The City of Nashua may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim or cause of action by any unsuccessful bidder against the City of Nashua. The City reserves the right to waive any irregularities when the public interest will be served thereby. The City also reserves the right to negotiate any change or amendment in any bid without soliciting further bids if the action is necessary for the best interest of the City. A bid that is abnormally high or low for any bid item, or as a whole, may be rejected as unbalanced.

No bid will be considered unless accompanied by a bid security in the form of a Bid Bond, in an amount not less than five percent (5%) of the Total Bid Price.

All bids are binding for sixty (60) days following the deadline for bids, or until the effective date of any resulting contract, whichever is later.

The project timeline is as follows:

	Date	Time
Bid Documents Available	Thursday, November 19, 2015	3:00 pm
		1:00 pm DPW Conference Room 9 Riverside Street, Nashua, NH
Mandatory Pre-bid Meeting	Tuesday, December 1, 2015	
Deadline for Questions to be submitted in writing	Tuesday, December 8, 2015	3:00 pm
Answers/clarifications posted	Thursday, December 10, 2015	5:00 pm
Bid Due	Thursday, December 17, 2015	3:00 pm Purchasing Department

Vendors are encouraged to submit questions via email; however, the City assumes no liability for assuring accurate and complete email transmission/receipt and is not responsible to acknowledge receipt. **Inquiries must be submitted in writing**, citing the RFP title, RFP number, Page, Section, and received **no later than Tuesday, December 8, 2015 at 3:00 pm to:**

Jeanne Walker, P.E.
Division of Public Works

9 Riverside Street
Nashua NH 03062
Email: WalkerJ@nashuanh.gov

The City will consider all timely-received questions and requests for change and, if reasonable and appropriate, will issue an addendum to clarify or modify this RFP. Answers to vendor submitted questions and other addenda will be posted under document **RFP0851-121715** on the City of Nashua website; www.nashuanh.gov under Citizen Favorites, Current Bid Opportunities no later than **Thursday, December 10, 2015 at 5:00 pm.**

The successful bidder must maintain the following lines of coverage and policy limits for the duration of the contract. Any subcontractors used by the successful bidder are subject to the same coverage and limits and is a subcontractor of the successful bidder and not the City of Nashua. It is the responsibility of the successful bidder to update Certificates of Insurance during the term of the contract. Liability limits are as follows:

- General Liability: \$1,000,000 per Occurrence
 \$2,000,000 Aggregate
- Motor Vehicle
 Liability: \$1,000,000 Combined Single Limit
- *Coverage must include all owned, non-owned and hired vehicles.**
- Workers' Compensation Coverage according to Statute of the State of New Hampshire:
 \$100,000 / \$500,000 / \$100,000

The City of Nashua must be named as an additional insured on all liability certificates.

All bidders and subcontractors at every tier under the bidder will fully comply with NH RSA Chapter 281-A, "Workers' Compensation". It is the responsibility of the CONTRACTOR to submit to the OWNER certificates of insurance for the Designer and all other subcontractors prior to the start of the project. It is the responsibility of the CONTRACTOR to provide the OWNER with updated certificates of insurance for the CONTRACTOR and all subcontractors 10 days prior to the expiration of coverage. The OWNER may, at any time, order the CONTRACTOR to stop work, suspend the contract or terminate the contract for non-compliance. All subcontractors except for Designer are subject to the same insurance requirements as the CONTRACTOR.

The successful bidder will be required to post a 100% Performance Bond and a 100% Payment Bond in an amount equal to the Contract Award.

The City of Nashua would like to emphasize the importance of construction work zone safety. The City has adopted the provisions of the Manual on Uniform Traffic Control Devices (MUTCD) for work zone safety. Unless otherwise indicated in this contract, the contract shall follow the requirements of the MUTCD at all roadway construction work zones.

The City is exempt of all taxes. All bids must be FOB Nashua, NH. All bidders must comply with all applicable Equal Employment Opportunity laws and regulations.

Pursuant to NRO 5-78 (F), the purchasing manager shall not solicit a bid from a contractor who is in default on the payment of taxes, licenses or other monies due the city. Therefore, this bid request is void as to anyone who is in default on said payments.

Questions relating to this request may be directed to Jeanne Walker at: walkerj@nashuanh.gov.

Respectfully,



Danielle Greenberg
Purchasing Agent II
City of Nashua
greenbergd@nashuanh.gov